



### PRELIMINARY PLAT CHECKLIST (MAJOR AND MINOR)

Applicant/Subdivision Name \_\_\_\_\_

Tax Map \_\_\_\_\_ Grid \_\_\_\_\_ Parcel \_\_\_\_\_ Lot \_\_\_\_\_ Zoning: \_\_\_\_\_

Surveyor \_\_\_\_\_

Checklist completed by: \_\_\_\_\_ Date \_\_\_\_\_

Plat reviewed by: \_\_\_\_\_ Date \_\_\_\_\_

The Surveyor will review each subdivision preliminary plat submission & application for completeness and accuracy. Each item shall be reviewed and checked as follows:

Y = Information Complete.

N/A = Information Not Applicable.

W = Waiver of required information. Submit separate request in writing to Planning Officer.

### REQUIRED PRELIMINARY PLAT NOTATIONS AND INFORMATION

Based on unique characteristics of each parcel the Technical Advisory Committee may require additional information to be submitted during the preliminary plan review.

- \_\_\_\_ 1. All notations and information as required on the Sketch Plan Checklist.
- \_\_\_\_ 2. Name of subdivision as approved by the Planning Office.
- \_\_\_\_ 3. A statement located in prominent typeface, which reads  
**"PRELIMINARY PLAT-NOT TO BE RECORDED"**
- \_\_\_\_ 4. Date of latest plan revision.
- \_\_\_\_ 5. Location of existing property lines, easements and rights-of-ways.
- \_\_\_\_ 6. Location of zoning district lines and Chesapeake Critical Area Lines.
- \_\_\_\_ 7. Location and use of existing buildings, structures and burial grounds with notation of buildings or sites with historical and/or architectural significance.
- \_\_\_\_ 8. Location of existing buildings agricultural lands/fields, watercourses, wetlands (tidal and nontidal), forests, wooded areas, hedgerows, individual standing mature trees, 100 year floodplain, habitats of threatened and endangered species, steep slopes, significantly eroding shorelines and other significant natural features of the site as identified from mapping sources and as delineated in the field.
- \_\_\_\_ 9. Location, alignment and width of proposed road and right-of-way locations, including names of all proposed roads.
- \_\_\_\_ 10. Proposed lot layout and proposed location of lot lines including lot dimensions, acreage and building/development restriction lines.  
All lots shall be consecutively numbered.

- \_\_\_\_ 11. Overview of the property showing all existing parcel(s) to include those which have already been subdivided for the property. **(If the subject parcel cannot be represented in its entirety on the plat, show it in an inset map at a scale not to exceed 1"=600')**
- \_\_\_\_ 12. Proposed location, dimensions and size of lands to be designated for community open space, public use, public dedication, reserved open space, remaining lands for future development, etc.
- \_\_\_\_ 13. Location of all proposed well sites.
- \_\_\_\_ 14. Location of all approved Sewage Disposal Areas including piezometer locations and/or location of water supply and sewage collection & disposal system.
- \_\_\_\_ 15. Location of all building restriction lines including property line setbacks, Chesapeake Bay shoreline development buffer, stream buffer and tidal and nontidal wetland buffers.
- \_\_\_\_ 16. Location and type of all proposed and existing monuments and sufficient data to readily determine the location, length and bearing of all property lines.
- \_\_\_\_ 17. Location and dimensions of all proposed stormwater management facilities and drainage easements.
- \_\_\_\_ 18. Location and dimensions of all proposed utility facilities and easements.
- \_\_\_\_ 19. Topography at the same scales the preliminary plat at two (2) foot intervals, provided however, that if five (5) foot contours is adequate to show the surface configuration, the larger contour interval may be permitted.
- \_\_\_\_ 20. Plat notations explaining the following:
  - \_\_\_\_ Applicability and explanation of any drainage and utility easements, if any.
  - \_\_\_\_ Applicability and explanation of floodplain information, if any.
  - \_\_\_\_ Applicability and explanation of any sediment and erosion control plan requirements, if any.
  - \_\_\_\_ Applicability and explanation of ownership and maintenance requirements for private roads, if any.
  - \_\_\_\_ Applicability and explanation of any state and/or federal nontidal wetland protection regulations affecting the subdivision.
  - \_\_\_\_ Applicability and explanation of building permit issuance requirements for subdivisions with unfinished roads and other subdivision improvements.
  - \_\_\_\_ Applicability and explanation of tree clearing and afforestation requirements, if any.
- \_\_\_\_ 21. All other standard plat notes as applicable and described on the Standard Plat Note List and other plat notations as required by the Planning Officer, County Engineer or County Health Officer on a case-by-case basis.
- \_\_\_\_ 22. For all waterfront lots, location of lateral lines and setbacks and harbor lines to define the useable water area for construction of water dependent facilities.
- \_\_\_\_ 23. For lots in the Critical Area, notations for maximum impervious coverage limitations for the entire development portion of the subdivision, calculations for total proposed impervious coverage, and maximum allocations of impervious coverage for all individual lots.

- \_\_\_\_ 24. Appropriate property owner signature block wording and space for notary signature and seal.
- \_\_\_\_ 25. Appropriate surveyor signature block wording.
- \_\_\_\_ 26. Appropriate signature block wording for County Engineer, County Health Officer and County Planning Officer or Planning Commission as appropriate.

**APPLICANT FAILURE TO ADEQUATELY ADDRESS ALL APPLICATION AND CHECKLIST ITEMS, AND THOSE SPECIFICATIONS IN ACCORDANCE WITH CHAPTER 168 OF THE TALBOT COUNTY CODE, MAY RESULT IN A PROJECT BEING CONSIDERED INCOMPLETE OR INACCURATE. ANY SUCH DEFICIENCIES MAY RESULT IN RETURN OF APPLICATION WITHOUT PROCEEDING TO THE NEXT LEVEL OF REVIEW. ONLY THAT INFORMATION SUBMITTED WITH THE ORIGINAL APPLICATION AND IN COMPLIANCE WITH SUBMITTAL DEADLINES WILL BE REVIEWED BY THE TECHNICAL ADVISORY COMMITTEE.**

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

**I HEREBY CERTIFY THAT THIS CHECKLIST AND ASSOCIATED PLAN ARE TECHNICALLY CORRECT AND ACCURATE TO THE EXTENT NECESSARY FOR MEETING TALBOT COUNTY REQUIREMENTS FOR PRELIMINARY PLAT REVIEW SUBMISSION.**

\_\_\_\_\_  
Surveyor's signature

\_\_\_\_\_  
Date